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**Objective**

My career goal is to be successful and enjoy/respect the work I do.

## **Educational Experience**

New Market Skills Center; Tumwater, Washington

Graduated: 6/8/2019

Adna Middle/High School; Adna, Washington

Graduated: 6/8/2019

## **Work Experience**

Tauscher Auto Body; Centralia, Washington

August 1, 2014- August 9, 2020

### **Shop Foreman**

- Manage insurance repairs
- Writing estimates for insurance companies and customers
- Supervise Painters, Technicians, and Clerks
- Report progression and inventory to company owner
- Paint/Sand/Repair customer vehicles
- Painted full vehicles
- Order parts/supplies
- Customer Service
- Move/Transport vehicles
- Ensure customer satisfaction before and after job completion
- Solve daily issues and assist associates with unfamiliar tasks

Engel Service and Repair; Pe Ell, Washington

June 21, 2016- September 17, 2021

### **Diesel Technician**

- Identify problems/damage
- Order parts
- Repair damages
- Run and test machinery, i.e., dump trucks, CAT trucks, excavators, dozers, fork lifts, graders

UNFI; Centralia, Washington

August 11, 2020- December 28, 2021

### **Warehouse Associate**

- Select orders (chill, dry, freeze)
- Load local routes
- Load Alaska/Guam routes
- Freezer inventory control; UPC lookups/Return to stocks
- Assisting Loading supervisors with different tasks

Butte Auto; Butte, Montana

December 29, 2021- March 23, 2022

### **Detailer**

- Receive new vehicles
- Service customers
- Clean interior and exterior of vehicles
- Clean assigned shop bays
- Arrange workload to meet deadlines
- Transport/Deliver vehicles
- Apply company logos to new vehicles
- Report end of week progress to managers
- Track usage of materials
- Find ways to cut costs without sacrificing quality

Progressive; Butte, Montana

March 28, 2022- February 28, 2023

### **Managed Repair Representative**

- Write estimates for customer and claimant vehicles
- Maintain good customer communications during repair process
- Keep shops and customers up to date on repairs
- Identify and report any suspicious activity in claims
- Investigate accident scenes and vehicles to identify coverage issues
- Commute across Montana state to customer houses, shops, and accident sites

### **Skills/Abilities**

- Tech savvy; fast typer, easily learn new programs
- Ability to identify problems and find a way to fix them
- Customer service skills
- Extensive knowledge of operating power tools
- Ability to operate various heavy equipment machinery
- Ability to adapt to work conditions
- Great teamwork mindset
- Easy to work with
- Never stop moving mindset
- Always looking to improve
- Extensive experience in hauling cargo
- Knowledge of motor vehicle mechanics
- Trustworthy employee
- Punctuality with nearly perfect attendance over last 5 years
- Estimating experience on Mitchell Connect, CCC, and Audatex